

**WA OSOS RFI 16-04 Elections Modernization System
Amendment 2
Q&A October 21, 2015**

Q1: Has any funding been allocated for the replacement and if so, from where? If not, where will the agency look for funding?

A1: HAVA reserves are available in the amount of \$3.5 million. If the replacement cost is equal to or less than this amount, no additional funding will be required and timeline can be accelerated. If the replacement cost is in excess of this amount, additional funding will be required and has not yet been identified. Vendors have been asked to provide an estimated cost for the replacement (RFI Q17) and a recommendation for funding and cost distribution (RFI Q7).

Q2: The RFI indicates that 3 vendors provided the 39 County Elections Management Systems/Voter Registration (EMS/VR) Systems. Which 3 vendors?

A2: Data Information Management Systems (DIMS); DFM Associates; VOTEC

Q3: The RFI indicates that 2 vendors and the State provided the 39 County Online Ballot Delivery Systems. Which 2 vendors?

A3: Democracy Live; Everyone Counts

Q4: Is there a project manager, or technical contact with regard to the project and if so, who?

A4: In compliance with Washington State ethics and procurement law, all questions regarding RFI 16-04, including current and future procurement and project activity, must be directed to the RFI Coordinator, Stephanie Goebel. Noncompliant vendors risk disqualification from future procurements. Ms. Goebel is also the Project Manager for Washington State Elections Modernization. stephanie.goebel@sos.wa.gov; 360.725.0301.

Q6: In regards to requirement 6, what sort of data fields would an individual county suppress?

A6: Examples of data fields that are variable by county include (but are not limited to) candidate statement fields such as "Biography" and "Experience", candidate statement field word count limitations and search return preferences for county internal voter lookups. This requirement also pertains to the ability to customize forms, reports and allow for county specific configurations.

Q7: Is there a URL to look up the state ADA requirements?

A7: State laws require that we follow the Federal ADA laws and HAVA. There are no additional state law citations.

Q8: In Exhibit B, how many languages must the system translate for Requirements 12? What are the languages? Does this apply only to the public facing pages, or does it apply also to the back, administrative pages?

A8: Based upon the most recent Census and American Community Survey (ACS) data, presently four languages must be supported: English, Spanish, Chinese and Vietnamese; the requirement applies to public-facing pages. Data is evaluated every five years and thus, our language requirements will evolve and require support. We expect new languages in 2016 based upon the 2015 ACS.

Q9: What is meant by "a polling module"? Does this refer to vote tabulation? Online voting?

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A9: A polling module would be a user interface or system module designed specifically to support polling places. Since Washington is a 100% vote-by-mail state, we do not have polling places and thus, do not require a polling place module.

Q10: Does requirement 30 refer to processing of credit card payments or to interface to finance department systems to process poll worker payroll and poll building rentals?

A10: Requirement 30 refers to processing of payments for candidate filing and report requests. We do not have polling places so the two examples cited are not applicable.

Q11: In regards to requirement 171, what does “perform automated signature verification” entail? Does it mean the system verifies the presence of a signature, or does it mean that the system itself analyzes the signature characteristics to declare confidence level of whether the signature is valid or the signature of an imposter?

A11: The system would compare the signature on the return envelope to the signature on file and set a confidence level of whether the signature is valid or not in compliance with WAC 434-335-605 through 434-335-635.

Q12: The language of Requirement 179 seems to conflict with item 182. If a change of address is received from outside the county set it to inactive, then if a change of address is received, set it to active. Is the intent here to when a voter who moves to a new county, to switch that voter from the old County into the new county? Deactivating the voter in the old county, activating the voter in the new county?

A12: Requirement 182 should be clarified to be change of address within the county. If the voter is inactive and notes a change of address that is outside the county, they must register to vote in their new county before the registration can be transferred to the new county.

Q13: In regards to requirement 191, does the State have a Records Retention schedule? If so, what is the URL for the list?

A13: Yes the state does have a State Government General Retention schedule that all agencies use. There is also a unique retention schedule for the Secretary of State. Using the following URL, access the Secretary of State Version 1.1 and find the Election Management section for specifics: <http://www.sos.wa.gov/archives/recordsmanagement/state-agencies-records-retention-schedules.aspx>.

Q14: In regards to requirement 214, is this meant to be “exiting” or “existing”?

A14: Existing. Thank you for the catch.

Q15: In regards to requirement 248, does the State have the USPS carrier route software, or would the vendor provide it?

A15: Vendor’s should include any/all required, secondary software in their recommended solution, with the exception of tabulation.

Q16: In regards to requirement 285, does this mean from the same residential address?

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A16: Yes.

Q17: In regards to requirement 306, does this mean within the postal system? If so, what is the name of the postal program? Or does it simply refer to the tracking of the return envelope after it is received in the election administration office?

A17: No, it does not mean within the postal system. Real-time tracking of return envelopes is required from the time a return envelope has been received in the elections administration office.

Q18: In this project, does the State envision a public facing website for each county?

A18: Please see requirement 21. Yes, the system must provide public facing websites for counties. Not all counties opt in on state hosting of their website, but all counties, at a minimum, use various modules of the existing state applications embedded in their county website.